

# Full Equality Impact Assessment Form

**Equality Relevance**    High ☐    Medium ☐    Low ☒

**1. Name of the policy or practice?**

CCTV - Science Laboratories

**2. What is the aim, objective or purpose of the policy practice?**

\* Updated security policy and procedure in line with current security risks to the organisation (UWE) identified (2010) by Avon and Somerset Counter Terrorisms Advisors.

\* CCTV use in line with UWE CCTV code of Practice is part of a range of security mechanisms to deter, detect and evidence possible/actual criminal activity relating to scientific equipment and hazardous materials. Implementation supports the Advent IM Ltd Security Report dated 19<sup>th</sup> August 2008.

**3. Who is responsible for developing the policy?**

Facilities – Security in partnership with HLS.

**4. Who is responsible for implementing the policy?**

Facilities – Security.

**5. Who is the policy intended to benefit?**

To ensure a safe working environment for students, staff and visitors to the University.

**6. What is intended to be achieved by the policy?**

\* Updated security policy and procedure in line with current security risks to the organisation (UWE) identified (2010) by Avon and Somerset Counter Terrorisms Advisors.

\* Form part of a range of security mechanisms to deter, detect and evidence crime.

\* To provide “periodic local” monitoring and central security monitoring/recording of activities in suites of laboratories 24/7.

\* To establish a visible and active deterrent to crime.

\* To provide video evidence in the event of a crime or suspicion of criminal activity.

**7. How will you know if this policy has been successful?**

It is impossible to quantify the success of a deterrent to a possibility. Success may be proved by successfully detecting and investigating an incident.

**8. Do the following equality groups have different needs, experiences, issues and priorities in relation to the intended outcomes of this policy? Please give information/ evidence to support your answer.**

	Yes	No	Not known – Do you need to generate sources of information?
<b>Women, men, transgendered</b>		No – all groups will benefit and be	

<b>people</b>		impacted equally.	
<b>Black and minority ethnic groups</b>		No – all groups will benefit and be impacted equally.	
<b>Disabled people</b>		No – all groups will benefit and be impacted equally.	
<b>Younger or older people</b>		No – all groups will benefit and be impacted equally.	
<b>People of different religion and beliefs</b>		No – all groups will benefit and be impacted equally.	
<b>Lesbian, gay and bisexual people</b>		No – all groups will benefit and be impacted equally.	

**9. Is there potentially adverse impact on the following equality groups as a result of this policy? Please give information/ evidence to support your answer.**

	<b>Yes</b>	<b>No</b>	<b>Not known - Do you need to generate sources of information?</b>
<b>Women, men, transgendered people</b>	Potential for concern from female students/staff due to security team being male dominated.		All attempts are being made to improve the gender split within the security team at UWE in both recruitment and external security contractors.
<b>Black and minority ethnic groups</b>	Some groups may feel that they are under greater scrutiny. Possible language issues around signage		Security communication by way of posters will be located in the area UWE commitment to all student and staff, use of CCTV is one of a number of security measures in place within the University to ensure a safe working environment
<b>Disabled people</b>	Some disabled staff/students (depending on their impairment) may be unaware that CCTV operations are taking place. Therefore a need to communicate the policy/practice with those networks/societies, and student services – disability		

	resource centre		
<b>Younger or older people</b>		No – all groups will benefit and be impacted equally.	
<b>People of different religion and beliefs</b>	Possible objection to image capture from some religious groups?		Will liaise with the “Living Centre” to advise of the best way of identifying possible impacted groups and the best way for communication.
<b>Lesbian, gay, bisexual people</b>	As part of the policy review, specific dialogue with the LGBT network and OUT UWE students will be undertaken. This will also be an opportunity to help communicate the approach taken by UWE		

**10. Is the policy designed or does it have the potential to promote equality for particular groups or good relations between groups? If so, how?**

**NO.**

**11. Do you need to carry out a formal/informal consultation internally or externally at this stage? Who you need to consult?**

- \* External Security Consultants - to understand if wider security improvements may negate the need for CCTV – **consultation undertaken**.
- \* Counter Terrorism Intelligence Unit (External) – to establish the tangible benefits of CCTV and the most effective method of implementation – **consultation undertaken**.
- \* Trade Unions - to understand staff concerns and opinions ( TU consultation has been on-going over the last year with an agreed framework in place effective September 21<sup>st</sup> 2010 ) – **consultation undertaken**
- \* Opportunity for consultation with targeted groups – eg. religious.
- \* As part of the policy review, specific dialogue with the LGBT network and OUT UWE students will be undertaken.
- \* Some disabled staff/students (depending on their impairment) may be unaware that CCTV operations are taking place. Therefore a need to communicate the policy/practice with those networks/societies, and student services – disability resource centre

**12. What method or mechanism would be best suited for this consultation?**

- \* Full security audit commissioned by external consultants – Advent IM Ltd, August 19<sup>th</sup> 2008.
- \* Site visit(s) from officers from the Counter Terrorism Intelligence Unit.
- \* Meetings with the Trade Unions to understand possible concerns followed by development of a formal policy to be circulated for consultation.

**13. What action could be taken to mitigate any negative impacts identified or is there an opportunity to take steps to address different needs or promote equality of opportunity more effectively? If yes, please comment and complete action plan.**

Consideration should be given to the possible interruption of recording and monitoring if specific activities are identified as low risk and in need of privacy.

**14. Who will be responsible for monitoring the implementation of the action plan?**

Facilities - Security

**15. Please outline how you have revised the policy (if necessary) in the light of the Equality Impact Assessment . If no change is to take place please give reasons.**

No change has been made as the policy has an equal impact on all groups.

**16. Please indicate when you think this policy/practice should be reviewed next:**

If modifications are required to the CCTV infrastructure or protocols.

**Equality Impact assessment completed by:**

Name	Peter Cockburn
Post title	Head of Hospitality & Operations
Faculty / service	Facilities
Date	20/12/10

Please return this form to the Equality and Diversity Unit. The equality and diversity unit will provide feedback and will publish the final document.

**Confirmed by the equality and diversity unit:**

Name	Andrew Mclean
Date	20/12/10

Issues	Actions required	Responsible Person	Resources required	Target date	Success Indicators	What progress has been made?
Information/data required		Facilities		December 2010	Information collected	
Consultation	Security consultants	Facilities		July 08		Consultants have recommended several measures including CCTV.
	Conversation with the Living centre for the needs of staff/students from different religious groups	Facilities		Dec 2010		
	CTUI South West	HLS		August 08		CTIU agree that CCTV would be a significant deterrent. Recommend monitoring of live feed in the immediate area by staff responsible for labs. Also regular review of recorded images.
	Trade Unions	HR/Facilities		Feb 10		Facilities to review CCTV policy.  HLS to carryout a Risk Assessment.

				March 10		Facilities to explore training requirements for CCTV specialist operators to include cultural awareness training.
				April 10		<p>HLS to explore chemical inventory used at Edinburgh Uni as an alternative/additional security measure.</p> <p>Agreement was reached that recorded images will be stored and viewed only in the Facilities control room.</p>
Monitoring and review arrangements						
Publication						

<p>Other actions</p> <p>Gender mix of the security team.</p> <p><b>Share</b> the information &amp; policy with all Staff networks and E&amp;D student societies.</p>	<p>External Contractor Knighthawk and UWE are focusing on this as a recruitment area of focus – current obstacle is security is largely male dominated</p>	<p>HR/Facilities/External Contractor</p> <p>Facilities</p>		<p>2012/2013</p> <p>Jan 2011</p>		